

Los Alamos

NATIONAL LABORATORY

memorandum

Security and Safeguards Division
S-6, Information and Personnel Security Group

To/MS: Master Management and Administrative
Support Distributions
From/MS: Larry Freestone, S-6, G733
Phone/FAX: 667-6901/667-1368 (Badge Office)
Symbol: S6-98-90
Date: December 22, 1998

SUBJECT: NEW DOE STANDARD BADGE

On the following pages you will find a memo announcing DOE's intent to replace the current standard badge with a redesigned badge. A color mock-up of the appearance of the new DOE standard badge for both DOE Federal and contractor employees is available at <http://s6server.lanl.gov/s-6/pdfs/badge.pdf> (this is a restricted, i.e., blue partition, website).

The most significant changes between the current DOE standard badge and the new standard badge are:

- Use of color coding to indicate access authorization (clearance level);
- Use of letters (L, Q) instead of numbers (1, 2, 3) to indicate clearance level;
- Elimination of the ENERGY hologram in the overlamine layer; and
- Flexibility on the font size of the name, provided it can fit in the specified box, which *may* permit a larger font size than on the current badge.

The DOE memorandum also indicates that the color red is reserved for uncleared foreign national badges and that such badges must state the badgeholder's country of citizenship at the bottom. This badge will not be a "standard" badge and in all other respects, the design will be site-specific.

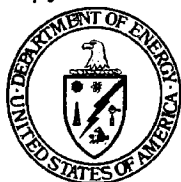
The color specifications for DOE standard badges and uncleared foreign national site-specific badges will require that virtually all current LANL site-specific types of badges also be redesigned. For an overview of current badges, go to the following Badge Office Web page:
<http://www-ext.lanl.gov/orgs/s/s6/overview1b.html>).

The use of uncleared foreign national badges following the new guidelines must be implemented by April 15, 1999, with no extension possible. The conversion of all current DOE standard badges to the new design must be completed by December 1, 2000, with a one-year extension possible, if a site requests the extension in writing.

S Division is beginning to plan an implementation schedule for this Laboratory; however, we cannot answer any questions at this time about how we will do the conversion. As part of the implementation plan, we intend to consult and work with a number of impacted organizations across the Laboratory to ensure we take into account the issues and concerns of employees and organizations. We will keep the Laboratory community posted of critical decisions to be made in the months ahead. The Division's intent is to begin issuing the new DOE standard badge at the same time that we bring up the new badging system announced in a recent memorandum - see MM940/ADS1014, CIC-13:98-52, November 19, 1998, *Request for Comment - Implementation of New Badging System*,
<http://www-ext.lanl.gov/orgs/s/s6/pdfs/MM940.pdf>.

Questions may be directed to badge@lanl.gov, the Badge Office's e-mail address.

Cy: S-6 File



Department of Energy

Washington, DC 20585

November 18, 1998

MEMORANDUM FOR DISTRIBUTION

FROM:

J.S. Mahaley
JOSEPH S. MAHALEY, DIRECTOR
OFFICE OF SECURITY AFFAIRS

SUBJECT:

THE DEPARTMENT OF ENERGY (DOE) BADGE

The current Departmental badge format was approved by the Secretary of Energy in July 1994. This single complex-wide format implemented several standard security features that have been instrumental in unifying the DOE complex and simplifying access to sites. However, loss rates and problems with badge integrity and fading have resulted in the need to modify the current badge design and format in order for it to continue to fulfill its role in meeting the Department's security needs.

The new badge format is depicted in the attached graphic. My Office of Safeguards and Security has taken great care to solicit the input of the Department's security professionals to develop the new format. The resulting design is based upon numerous comments and ideas submitted by those field and program office security professionals over the past several months. In determining which suggested design features should be incorporated into the new format, we utilized an evaluation criteria that the design should be applicable to the requirements of the entire complex, rather than to a limited number of sites.

The single most significant design change adopted was the reinstitution of color coding the badge based upon the access authorization level. After much discussion with all interested parties, it was decided that color coding of the badge minimizes the potential for individuals without an access authorization to be mistaken for someone with an access authorization. To implement this feature, the following colors were selected:

- ▶ Blue to denote "Q" level access authorizations;
- ▶ Yellow to denote "L" level access authorizations; and,
- ▶ Grey to denote no access authorization.

This range of colors will allow fast, instantaneous recognition of the access authorization level of the individual possessing the badge. The Blue color denoting the highest level access is consistent with the National Security Policy Board standard badge initiative.

When developing the new format, we recognized that a large investment has been made in equipment and software for reading the information on the magnetic strip located on the back of the badge. To limit any adverse impact caused by adoption of a new format, the physical size and the information on the magnetic strip will not change.



Printed with soy ink on recycled paper

The redesign of the badge did not include the development of a format for uncleared Foreign Nationals. The format of an uncleared Foreign National badge is site specific. The only requirement on the design of an uncleared Foreign National badge is that the badge must have a red background and the country of the individual must be displayed at the bottom of the badge. An uncleared Foreign National badge is not a standard badge and therefore will not be accepted for admission into a site other than the site where it was issued.

In order to reduce cost and provide maximum implementation flexibility, a two year implementation period is established for issuance of the new badges. The rebadging process for all DOE employees and contractors will be completed by December 1, 2000. A one year extension may be requested in writing from the Director, Office of Safeguards and Security, if a particular site's badge cannot be reissued within that time frame. The site specific uncleared Foreign National badges should be developed and issued to uncleared Foreign Nationals by April 15, 1999.

A detailed badge design specification guide is attached. If you have any questions or comments, please contact Glenn "Skip" Bowser, Protection Program Operations, at 301-903-5693.

Attachment